

**GUAM COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**Monthly Meeting – Friday, January 18, 2019, 12:00 p.m.**  
**President’s Conference Room, Building 2000**

**AGENDA**

**I. CALL TO ORDER**

1. Roll Call
2. Recital of Mission Statement  
*Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.*

**II. APPROVAL OF MINUTES**

1. Monthly Meeting of December 14, 2018

**III. COMMUNICATIONS**

**IV. PUBLIC DISCUSSION**

**V. REPORTS**

1. *President’s Report:*
  - Financial Status of the College
  - Capital Improvement Projects (CIP)
  - Data Extract #7 (College Scorecard)
2. *Monthly Activities Reports:*
  - Student Trustee
  - Faculty Advisory Member
  - Support Staff Advisory Member
3. *Board of Trustees Community Outreach Report*

**VI. UNFINISHED BUSINESS**

1. Construction Projects Updates
  - Building 100 and Forensic Lab
  - Building 300
  - Wellness Center
  - Building B

**VII. NEW BUSINESS**

1. Fiscal Year 2020 Budget Request
2. President's Travel Request (April 2019)

**VIII. EXECUTIVE SESSION**

1. Personnel Matters
2. Labor Management Relations
3. Legal Matters

**IX. ADJOURNMENT**

**GUAM COMMUNITY COLLEGE**  
**Board of Trustees**  
**Monthly Meeting of December 14, 2018**

**Minutes**

**I. CALL TO ORDER**

The monthly meeting of the GCC Board of Trustees held on December 14, 2018 was called to order at 12:00 p.m., by Vice Chairperson Richard Sablan in the President's Conference Room located at the Student Services & Administration Building in Mangilao, Guam.

**1. Roll Call. Trustees Present:** Richard P. Sablan, Vice Chairperson; Mr. Eloy P. Hara, Treasurer; Ms. Gina Ramos, Secretary; Ms. Deborah C. Belanger; Ms. May Ann "MJ" Aloit, Student Trustee. **Other members:** Mr. Frank P. Arriola, Chairperson (schedule conflict); Mr. Carlo Leon Guerrero (off-island).

**Others in attendance:** Dr. Mary A.Y. Okada, President; Mr. Frederick Tupaz, Faculty Advisory Member; Ms. Carmen K. Santos, Vice President, Finance & Administration Division; Dr. Michael Chan, Dean, TSS; Dr. Virginia Tudela, Dean, TPS; Ms. Jayne Flores, Assistant Director, Office of Communications and Promotions; Ms. Joann Muna, Chief Human Resources Officer.

**2. Recital of Mission Statement.** Board members recited the Mission Statement: Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

**II. APPROVAL OF MINUTES – November 9, 2018**

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA RAMOS, AND SECONDED BY TRUSTEE ELOY HARA, THAT THE BOARD APPROVE THE MEETING MINUTES OF NOVEMBER 9, 2018, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**III. COMMUNICATIONS – None.**

**IV. PUBLIC DISCUSSION – No request.**

**V. REPORTS**

**1. President's Report:** President Okada reported on the following:

**Financial Status:** The President provided the Board with a current financial status of the College as follows:

FY2018: The President met with the Governor regarding the balance for FY2018 and was informed the College should be receiving some funds from FY18. An update will be provided sometime next week and anticipate a positive outcome. The President also met with Mr. Ed Birn, DOA Director, emphasizing the need for the College to be in parity with other Government of

Guam agencies' financials because the College currently shows the 27% cut in appropriations for FY 2018.

FY2019: To date, the College received \$1,643,323 for the current fiscal year. Breakdown is \$1,454,000 for the General Fund; \$68,737 for the LPN/Vocational Guidance; \$16,834 for the General Fund Apprenticeship program; \$79,074 for MDF; and \$24,154 for the TAF. This equates to 35% of the total billed of \$4.6 million.

**Capital Improvement Projects and other activities:** President Okada reported the following:

Projects are either a work in progress or are status quo as follows:

Painting project of Buildings A and C was awarded to JJ Global.

Painting of Building 400 is on hold due to renovation.

The college is upgrading the integrated database; contract was signed beginning of FY2019, which entails moving IT to the Cloud and updating all features.

Received notification from FEMA regarding the grant for Building 300, which expires December 2018 but have been extended for 6 months to 1 year due to issues with the bid and the H2 construction situation on Guam.

Dr. Gina Tudela, TPS Dean, and Ms. Dorothy "Dec" Manglona Duenas, Nursing Allied Health Administrator attended the GBNE Board meeting on December 13, 2018 and presented the GCC updated curriculum for an Associate of Science for Practical Nursing. GBNE accepted the documents and gave a conditional approval. The College anticipates a final decision by GBNE on December 21, 2018. Information will be provided to ACCJC for their approval. The anticipated start date for this GCC program is Fall 2019.

## **2. Monthly Activities Report.**

**Student Trustee:** Trustee MJ Aloit reported the following:

Fall 2018 is ending and last day for Friday classes for this semester is today, Dec. 14, 2018; and final grades are on December 19, 2018.

Dec. 20, 2018: Student Leadership training with COPSA and CSI. Trustee Aloit will be attending.

Jan. 3, 2019: GCC Spring 2019 Student Orientation in the MPA at 11:00 a.m.

**Faculty Advisory Member:** Mr. Fred Tupaz reported the following.

The Student Convocation ("StuCon") on Nov. 8, 2018 was attended by approximately 500 students from several high schools.

The "Life Teen Expo" on Nov. 10, 2018, at the Guam Museum had Faculty involved and was well attended by prospective students.

The GAIN drive for supplies has concluded and raised over \$2,000, which also had students participating in the cleaning of kennels.

The Typhoon Yutu drive for Saipan also concluded with 200 cases of water donated; plus \$2,000 in food and supplies; including the faculty food drive.

Faculty is on break and getting ready for the next semester.

Thanked administration for a great semester and appreciate the collaboration.

**Support Staff Advisory Member:** Mr. Kenneth Bautista was not available.

**Board of Trustees Community Outreach Report.** None to report at this time.

## **VI. UNFINISHED BUSINESS**

### **1. Construction Projects Updates.** President Okada reported on the following:

**Bldg. 100.** As of Nov. 30, 2018, the project is 95% complete. As last reported, the anticipated completion date is January 31, 2019 and the anticipated transition into the building is Spring break in March 2019.

During the month of November 2018, there were scheduled power outages on campus due to an electrical power transfer and another outage is scheduled Dec. 15-17, 2018.

**Forensic Lab.** A resolution will be presented to the Board for their consideration.

**Building 300.** This project is currently 22% complete as of November 30, 2018. As last reported, this is a work in progress and still in demolition stage. Testing is still being conducted to determine disposal of the paint removed whether on-island or off-island.

**Wellness Center.** The bid packets for this project is being put together.

**Building B.** This is a 2-storey facility. The College requested for some modifications and was given 4 options. The College has reviewed the options but asked the architects for some changes. Option 2 might not be considered and there might be an Option 5, which will include Options 1, 3 and 4. Schematic drawings will be presented to the Board when complete.

## **VII. NEW BUSINESS.**

**1. Resolution re Bldg. 100/Gregorio G. Perez DNA Expansion Project Additional Funding.** The Board was presented with a resolution for consideration, "Request to Provide Additional Funding for Building 100 Renovation and Expansion Project and Forensic DNA Lab Extension." The request for additional funding for this project is due to the increase of the costs of construction. After discussions, the following motion was made:

### **MOTION**

**IT WAS MOVED BY TRUSTEE GINA RAMOS, SECONDED BY TRUSTEE ELOY HARA THAT THE BOARD APPROVE THE RESOLUTION, "REQUEST TO PROVIDE ADDITIONAL FUNDING FOR BUILDING 100 RENOVATION AND EXPANSION PROJECT AND FORENSIC DNA LAB EXTENSION." NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

2. **Position Update.** The Board was presented with an updated position description for an Assistant to the President for Special Projects (Transition Position). After discussions and review, the following motion was made:

**MOTION**

**IT WAS MOVED BY TRUSTEE ELOY HARA, SECONDED BY TRUSTEE MAYANN "MJ" ALOIT THAT THE BOARD APPROVE THE POSITION DESCRIPTION UPDATE FOR AN ASSISTANT TO THE PRESIDENT FOR SPECIAL PROJECTS (TRANSITION POSITION). NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

3. **Fee Increase.** The Board was presented with a resolution, "GCC High School Equivalency and Culinary Arts Program Increases in Existing Fees." Proposed fee schedules for both programs were listed on the resolution as presented. The College conducted public hearings on December 4 and 5, 2018. The fee schedule for the High School Equivalency program is requested to be effective January 1, 2019. The fee schedule for the Culinary Arts program is requested to be effective Fall 2019 semester. After discussions, the following motion was made:

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA RAMOS, AND SECONDED BY TRUSTEE ELOY HARA, THAT THE BOARD APPROVE THE RESOLUTION, "GCC HIGH SCHOOL EQUIVALENCY AND CULINARY ARTS PROGRAM INCREASES IN EXISTING FEES." THE FEE INCREASE FOR THE HIGH SCHOOL EQUIVALENCY TO BE EFFECTIVE JANUARY 1, 2019; AND THE INCREASE IN EXISTING FEES FOR THE GCC CULINARY ARTS PROGRAM TO BE EFFECTIVE FALL 2019 SEMESTER. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

At 12:30 p.m., the meeting went into Executive Session.

**VIII. EXECUTIVE SESSION**

1. **Personnel Matters**
2. **Labor Management Relations**
3. **Legal Matters**

At 12:58 p.m., the meeting reconvened to open session.

At this time, a motion was made to accept the President's report, as follows:

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA RAMOS, SECONDED BY TRUSTEE ELOY HARA THAT THE PRESIDENT'S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**IX. ADJOURNMENT.** A motion was made to adjourn the meeting, as follows:

**MOTION**

**IT WAS MOVED BY TRUSTEE ELOY HARA, SECONDED BY TRUSTEE GINA RAMOS, THAT THE MEETING OF DECEMBER 14, 2018, BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**


There being no further discussions, the meeting of December 14, 2018, adjourned at 12:59 p.m.

**SUBMITTED BY:**

  
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**BERTHA M. GUERRERO**  
Recording Secretary

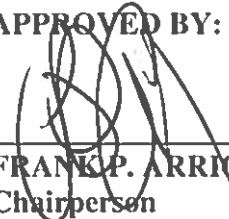
JAN 18 2019

**ATTESTED BY:**

  
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**GINA Y. RAMOS**  
Secretary

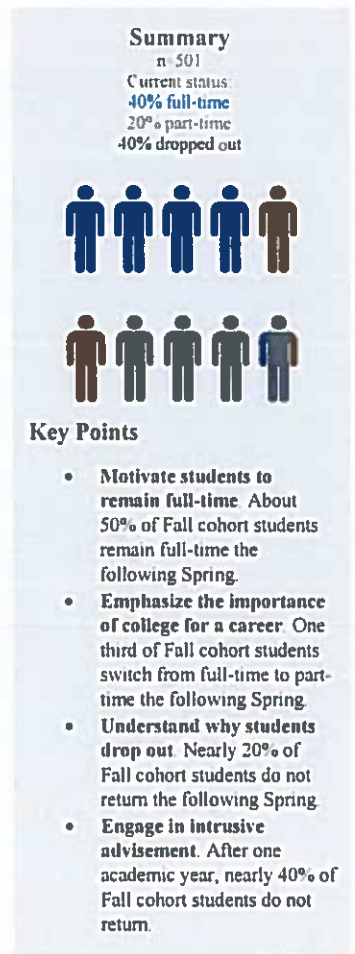
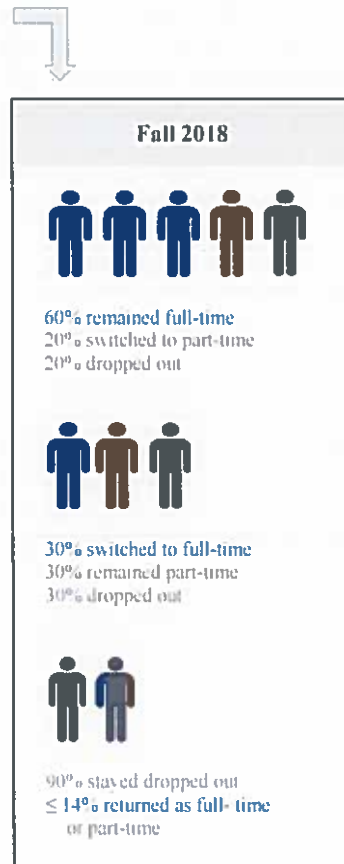
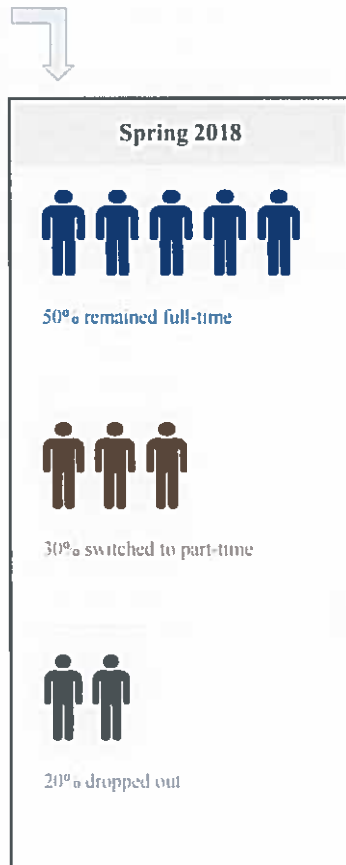
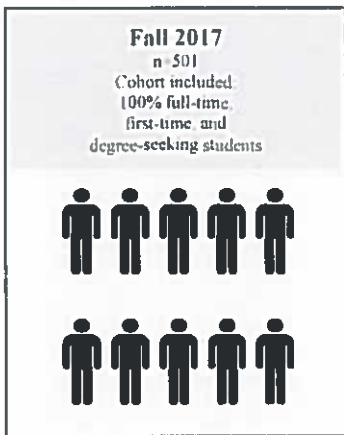
JAN 18 2019

**APPROVED BY:**

  
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**FRANK P. ARRIOLA**  
Chairperson

JAN 18 2019

**DATA EXTRACT #7a**  
(Meaningful Data for the GCC Board)

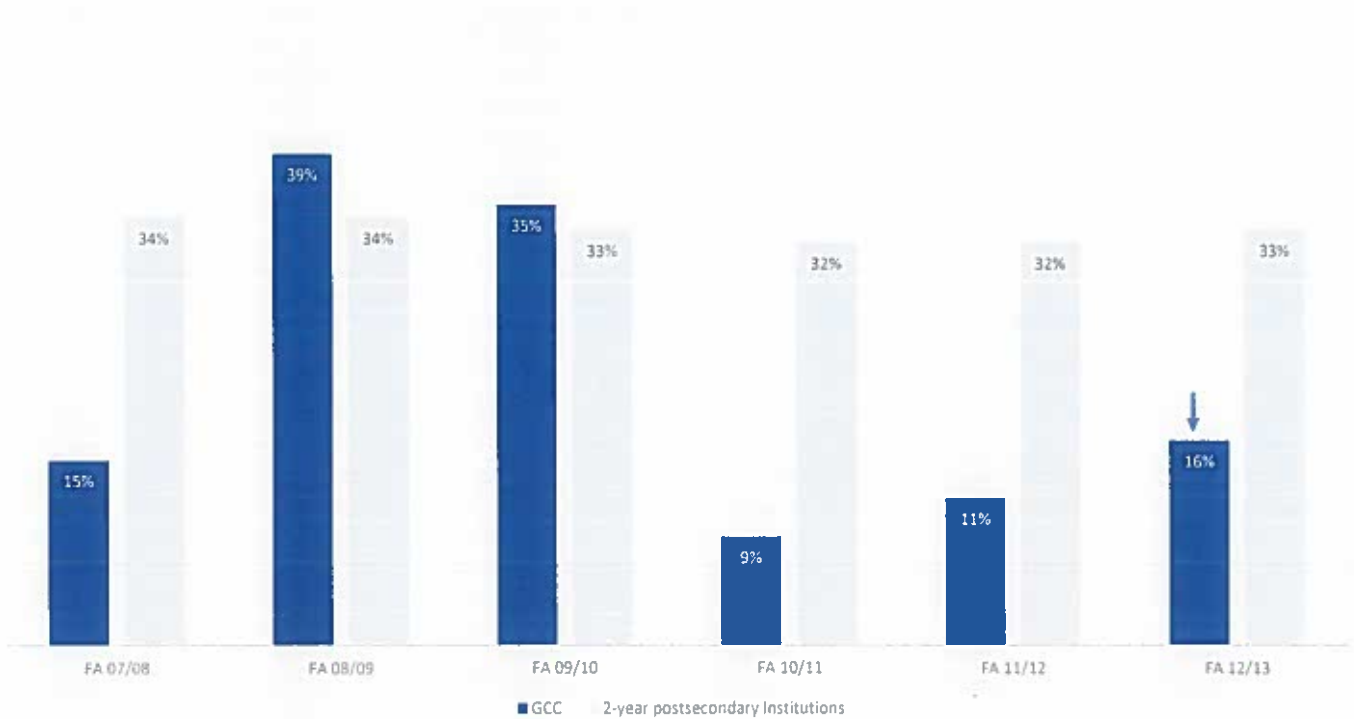




**DATA EXTRACT #7**  
**(Meaningful Data for the GCC Board)**

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**College Scorecard for GCC - 150% Graduation Rate**  
(includes only first-time, full-time, degree-seeking students)



Note: The College Scorecard graduation rate for GCC (as of December 10, 2018) is a two-year average of the 150% graduation rates for the Fall 2013 and Fall 2012 cohorts. Similarly, the graduation rate in prior years represent the two-year average of the 150% graduation rates for the two Fall cohorts labeled under each series bar. The high two-year average is due to the erroneously-reported Fall 2009 cohort that includes only first-generation students, instead of all first-time students. The graduation rate for this cohort is reflected in IPEDS and can no longer be corrected. Also, please note that the so-called "bright line" for 2-year colleges is 15% graduation rate.

**PRESIDENT'S TRAVEL SCHEDULE**

**April 2019**

<b>Conference Title/Sponsor</b>	<b>Date</b>	<b>Location</b>
<b>PPEC Spring Meeting (50%) McRel Meeting (100%)</b>	<b>April 2, 2019 April 3-4, 2019</b>	<b>Honolulu, HI Honolulu, HI</b>
<b>ACCJC 2019 Partners in Excellence Conference (100% ACCJC Paid)</b>	<b>April 30 – May 3, 2019</b>	<b>San Francisco, CA</b>